

## ***7. Community Facilities and Services***

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### **Introduction**

One of the primary responsibilities of local governments in New Hampshire is to provide an adequate level of community facilities and services for its residents and businesses. The availability and quality of these services are often major factors in determining the quality of life and general character of a community. Such services include:

- Maintaining law and order,
- Making provisions for fire protection,
- Emergency medical response,
- Maintaining roads,
- Providing educational opportunities,
- Providing a mechanism for solid waste management,
- Providing some level of recreation and open space opportunities, and
- Providing library services.

A town master plan needs to carefully consider the existing and potential impacts of land use decisions, economic trends and population growth on town services. This not only makes practical sense -- to be sure that there are adequate services as the town grows -- but it is also the basis of good town financial management. By comparing future land use and population changes with town resources, the town can better anticipate and prepare for future changes in municipal services and capital budget expenditures. RSA 674:5 contemplates the involvement of Planning Boards to ensure that there is a careful consideration given for master plan issues in the development of capital improvement plans.

Nottingham, at the 2011 Town Meeting, voted to enable an impact fee structure to offset cost of services. As of March 2012, impact fees associated with services of the School Department and Fire Department have been derived and instituted.

### **Police Services**

The Nottingham Police Department is housed in approximately 7,000 square foot space within the Municipal Office Complex. This space was created/renovated in 2004 and should serve the Town until at least 2020. The heating, cooling and electrical expenses for the Police Department are shared with the Municipal Office Complex. Parking is adequate, with space for at least four police cars and others for residents. The facility has an area for holding prisoners during processing when arrests are made at the local level.



## Personnel and Procedures

The Department consists of one full time police chief and five full-time officers, one part-time investigator and a full-time administrative assistant (no other part-time officers). The full-time officers cover 88 scheduled hours of duty per week. There is provision in the 2011 budget for a seventh full time officer. Of the 168 hours in a week, the department covers about 150 hours with on-duty officers and the rest of the hours with officers in an on-call status. The on-duty officers work 10-hour shifts.

All officers partake in annual training in such areas as the use of force, civil liability, firearms, and baton. The officers also partake in bi-annual training for driving and first aid/CPR, and attend additional in-service training to fulfill the training mandates on their certifications by the NH Police Standards and Training Council.

The Department receives its communications and dispatch support through the Rockingham County Sheriff's Dispatch 24-hours per day. The NH State Police may also provide special service equipment and personnel, as needed, to support major criminal investigations. Accident reconstruction is conducted by an in-house officer with assistance from other agencies.

Any secure detentions must go off site to a facility that is approved through the state for this capability.

Other supplemental services the police department receives are:

- NESPIN (New England State Police Information Network), which provides investigative technical support, equipment, and allows the department access to national and regional databases for investigative purposes.
- ACIM (A Child is Missing Alert Program), a service provided free of charge to law enforcement. This alert system may be activated when a child or a disabled or elderly person is missing. This is not an Amber Alert, but may be activated prior to an Amber Alert and works in cooperation with an Amber Alert.

## Equipment

The Police Department has four road vehicles—three Ford Crown Victoria cruisers, a 2007 Ford Expedition (sport utility vehicle), and one off-road vehicle, a 2004 OHRV (currently stored at the Fire Station) as shown in **Table 7-1**. Police cruisers are acquired with town funds, normally on a 3-4-year cycle.

**Table 7-1: Police Department Major Equipment Inventory**

Year / Make	Type	Condition	Replacement Schedule/Cost
2007 Ford Crown Victoria	Sedan	Good	2011/\$24,000
2009 Ford Crown Victoria	Sedan	Good	2012/\$24,000
2010 Ford Crown Victoria	Sedan	Good	2013/\$24,000
2007 Ford Expedition	SUV	Good	
2004 OHRV	Off Road	Good	

*Source: Nottingham Police Department, May 2010; Town Hall records, June 2010*  
*\*\*Value based on town's property/liability insurer's determination of replacement value.*

- Each cruiser is equipped with a digital radio. These radios are updated as replacement parts become unavailable, about every ten years.
- The department is computer-based to reduce paper/prINTER usage. As a result, each of the officers and administrative assistant has access to a computer workstation that is networked within the department. Periodically, downloads are provided to the State.
- The department has a camera system, used for investigations.
- The officers carry a rifle while on patrol.
- Each officer that is certified for the operation of an Automatic Electronic Defibrillator (AED), carry one on patrol. The Department has two AEDs for this purpose.

## Community Programs

The Nottingham Police Department engages in a number of community outreach programs including:

- D.A.R.E. program (staff shortages may impact this program)
- Charity volleyball,
- Nottingham Day,
- Annual Fishing Derby, and
- Christmas Parade.

## Recent Police Call Activity

In 2004 the Police Department responded to 1,547 incidents. By 2010 this number had increased to 2,012 or an increase of 30%. See **Table 7-2** below. A majority of the incidents in each of the reported years in the table were motor vehicle warnings (almost 53% in 2010). The two next highest categories of activity during this period were motor vehicle summons and arrests, respectively.

**Table 7-2: Police Call Activity, 2005-2010**

<b>Offense/Activity by Case</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Motor Vehicle Summons	240	265	395	321	304	157
Motor Vehicle Warnings	965	1160	1629	1514	1712	1056
Driving While Intoxicated	14	13	22	5	11	8
Motor Vehicle Accidents	76	79	62	56	54	55
Arrests	155	155	157	132	117	118
Criminal Mischief	60	27	27	11	23	36
Burglary	3	7	11	11	7	10
Theft	27	18	44	32	45	56
Domestic Violence	47	35	44	27	48	54
Parking Tickets	82	58	48	39	64	10
Incident Reports**	1579	1460	1440	1415	2065	2012

*Source: Town Reports 2005-2010*

*\*\*Note: An individual report may have more than one offense and include other reports such as for fire or ambulance support. Thus, the total reports will be more than the total number of offenses.*

Although the overall number of individual police responses has increased during the past two years, most of these have been in the Incident Reports category, whereas Criminal Offenses and Arrests have not increased.

## **Expenditures**

Between 2005 and 2010 annual department expenditures have increased incrementally from \$382,744 to \$426,425, or an average annual increase of approximately 2%. The operating expenditures for the years 2005 through 2010 are shown in **Table 7-3**.

**Table 7-3: Police Department Operating Expenditures, 2005-2010**

Type	2005	2006	2007	2008	2009	2010
Salaries <sup>1</sup>	312,744.80	342,073.67	336,751.25	320,409.79	358,251.70	335,791.72
Communications (Telephone/ Internet)	5,516.95	4,764.15	4,867.66	4,370.23	4,095.94	4,209.52
Office Supplies/ Expense	6,929.38	4,039.79	4,985.79	2,494.35	10,547.64	12,962.23
Gasoline for equipment	6,501.53	7,985.15	10,206.89	10,523.01	14,205.62	17,196.13
Vehicle Repairs/ Maintenance	3,920.36	3,929.13	3,837.66	7,845.32	11,500.72	5,960.74
Equipment Maintenance/ Procurement	3,169.91	2,753.06	3,379.22	3,413.60	3,826.81	5,005.81
Training/Testing	918.60	775.10	991.85	1,819.74	585.44	1,808.92
Rockingham County Attorney	9,844.00	9,844.00	9,844.00	10,213.15	10,704.39	11,070.72
Uniforms/ Cleaning	3,158.15	2,139.66	1,001.81	5,009.04	2,004.33	3,627.63
Service Contracts	1,050.00	1,050.00	1,050.00	1,050.00	1,050.00	2,963.33
Postage, Dues, Publications	2,853.91	1,597.90	2,288.33	1,758.80	1,647.17	1,756.40
DARE	541.06	898.66	1,014.71	1,590.26	1,707.76	1,509.18
Miscellaneous	25,595.83	33,168.64	2,797.00	1,594.55	15,602.48	22,563.45
<b>Total</b>	<b>382,744.48</b>	<b>415,018.91</b>	<b>383,016.17</b>	<b>372,091.84</b>	<b>435,730.00</b>	<b>426,425.78</b>

*Source: Town Reports, 2005-2010*

*Benefits are not included in the individual budgets, but are a single line item in the town budget. In general this cost is approximately 35-40% of salary.*

## Issues and Needs

The Department's facility and equipment is adequate. Provision for police vehicle replacement is incorporated into the Capital Improvement Plan (CIP). As the population of Nottingham grows and the demand for call service for the Police Department continues to rise, the need for more full-time personnel may have to be addressed within the next ten years.

## Fire and Rescue Services

The Town of Nottingham Fire and Rescue Department is a volunteer force of around 25 firemen, yet has two full-time professionals for call and station coverage during the normal work week when volunteers might be otherwise unavailable. Many of the firefighters are also qualified EMT's. The station at 235 Stage Road was constructed in 2007 of steel on a 4-foot poured concrete wall foundation.

## Fire and Rescue Station

The fire station covers approximately 8000 square feet and is located on a 3.1 acre lot. It consists of a four-bay vehicle area of 6,400 square feet, an administrative area of 1600 square feet that consists of offices, meeting room, bathroom facilities, storage areas and radio control room. An additional space of 1600 square feet exists over this administrative area that could be used for storage, training areas, etc. The building is considered to be in excellent condition and has an assessed value of \$305,200. Since the building is relatively new, there are no major capital or maintenance issues.



## Personnel

There are two full-time fire personnel and a chief who is part-time and is paid an annual stipend. The station is staffed by the full-time firemen who work split shifts at the department from 6am to 6pm Tuesday through Friday, 6-2 on Monday and 10-6 on Saturday. Many of the fire personnel are also Emergency Medical Technicians (EMTs), including the two full-time members, so that firefighting and rescue are integrated. The most common emergency call (45% of all calls) is for medical aid, but can range from vehicle accidents to rescuing hikers in Pawtuckaway State Park. EMTs, in particular, must dedicate a significant amount of time to initial and continuing training to obtain and maintain their certifications.

## Equipment

The Fire Department has six vehicles—four dedicated to fire fighting, one to rescue and one command vehicle. The current fire equipment is listed in **Table 7-4**. The newest piece of equipment is a 2009 Engine #3 is currently worth approximately \$400,000 fully outfitted. The next engine to be replaced is the 1994 Engine #2.

**Table 7-4: Fire Department Equipment Inventory**

Year	Type	Condition/Value*	Replacement Schedule/Cost
2009	Engine #3	New/\$360,000	2029/\$420,000
1994	Engine #2	Good/	2016/\$380,000
1990	Tanker	Good/	2022/\$350,000
2007	Ambulance	Good	2012/\$175,000
2005	Forestry	Good	2025/\$100,000
2005	Ford Sedan	Good	TBD
	Rescue Boat	Fair	2014/\$15,000

*Source: Nottingham Fire Department, May 2010; Town Hall records, June 2010*

*\*\*Value based on town's property/liability insurer's determination of replacement value.*

## Fire Cisterns and Dry Hydrants

There are ten dry hydrants and ten cisterns located within the town and are used by the Fire Department as a source of water when fighting fires. See **Table 7-5**. Maintenance/repair of these structures is handled by Fire Department personnel with assistance from Highway Department personnel, when needed.

**Table 7-5: Dry Hydrants and Cisterns**

Dry Hydrants		Cisterns	
FD #	Location	FD #	Location
1	139 Stage Road (Community Center Parking Lot)	8	Deerfield Road (Between #'s 123 & 129) – 15K
2	245 Stage Road (Across from school)	10	Micheala Way – 30K Gal
3	245 Stage Road (In School Driveway)	11	Shannon Drive – 30K Gal
4	110 Kennard Road	12	Freeman Hall (Near Patriots Lane) – 15K Gal
5	Smoke Street (Near Bridge)	13	Old Turnpike Road & Sofia Way – 30K Gal
6	McCrillis Road (Near #40 by river)	14	Francesca Way – 30K Gal
7	123 Stage Road (Bascoms)	15	Revolutionary Lane (Near Patriots Lane) – 30K
9	Sunrise Lane (Across from #5)	16	Kelsey Road & East Lane – 30K
19	70 Ledge Farm Road	17	Sofia Way (Near #37) – 30K
20	Deerfield Road & Flutter Street on Bridge	18	Raymond Road (In the area of Barderry Lane) – 30K

*Source: Fire Chief, 2011*

## Fire/Medical Call Activity

Since 2005, the number of department calls has fluctuated from between 400 and 529. As shown in **Table 7-6**, in 2005 the Fire Department responded to 18 structure/brush/chimney fires, 169 calls for medical aid and 44 calls for mutual aid. By comparison, in 2010 there were 10 structure/brush/chimney fires, 183 medical assistance calls and 40 mutual aid calls. Other categories of response include lock outs, motor vehicle crashes, trees on wires and search and rescue, including coverage for such incidents at Pawtuckaway State Park.

**Table 7-6: Fire/Medical Call Activity**

Type	2005	2006	2007	2008	2009	2010
Structure, Brush, Chimney Fires	18	6	16	19	9	10
Mutual Aid	44	55	47	47	30	40
Medical Aid	169	189	164	165	185	183
Fire/Smoke/CO2 Alarm Activation/Issue	26	34	34	49	51	29
Other	258	245	217	176	160	140
<b>Total</b>	<b>515</b>	<b>529</b>	<b>478</b>	<b>456</b>	<b>435</b>	<b>402</b>

*Source: Town Reports 2005-2010*

## Community Programs

Like the Nottingham Police Department, the Fire Department also engages in a number of community outreach programs including:

- Charity volleyball,
- Nottingham Day, and
- Christmas Parade.

## Expenditures

Over the past five years the department expenditures has gone from a total of \$174,116.91 to \$230,838.18 or an average annual increase of about 5%. Most of the expenditures and increases during this period were for member reimbursements and personnel costs. In 2010 these personnel costs amounted to \$125,800 or 52% of the total expenditures. The 2010 budget expenditures by major category are shown in **Table 7-7**.



**Table 7-7: Fire Department Expenditures, 2005-2010**

Type	2005	2006	2007	2008	2009	2010
Salaries	70,351.39	103,646.71	114,415.32	115,161.15	116,940.08	125,288.98
Telephone/ Communications	3,751.48	4,413.57	4,917.88	4,775.94	5,164.83	4,584.54
Dues/Publications	1,433.23	1,789.66	963.23	1,212.60	2,625.86	1,469.35
Supplies (General/Office)	6,099.69	6,793.99	4,582.29	7,099.08	11,390.06	9,271.81
Fire Equipment including breathing apparatus	17,312.36	17,533.19	17,813.70	6,684.33	11,383.65	10,285.55
Training	5,151.22	6,624.00	2,901.05	6,043.86	4,425.77	3,755.98
Fuel for equipment	2,341.18	2,656.58	4,651.11	5,677.05	5,899.49	3,994.72
Vehicle fuel	12,554.31	10,263.47	8,129.45	6,770.76	8,130.91	8,020.86
Protective Gear	13,637.41	9,619.07	7,804.35	10,677.72	13,134.50	16,856.55
Vehicle/Equip. Maintenance	34,626.00	34,626.00	34,626.00	34,626.00	34,626.00	34,626.00
Vehicle Purchase—new engine annual expense	3,089.06	5,691.95	4,307.20	4,733.03	4,349.16	0.00
Other	3,769.58	11,986.16	74,664.20	13,685.20	9,005.96	12,683.84
<b>Total</b>	<b>174,116.91</b>	<b>215,644.35</b>	<b>279,775.78</b>	<b>217,146.72</b>	<b>227,076.27</b>	<b>230,838.18</b>

*Source:, Town Reports 2005-2010*

## Issues and Needs

The Fire Station is in excellent condition. There are no capital needs for this facility. All major equipment and the facility will continue to require routine maintenance.

Large equipment replacement, such as a one-ton utility vehicle, has been scheduled in the town's CIP.

As of March 2012, there is no policy in place for funding the maintenance or life cycle costs of dry hydrants and cisterns.

## Highway Services

### The Highway Department Facility

The Highway Garage, located on Flutter Street, was recently rebuilt in place (December 2011) as a result of a roof collapse in February of 2011. The building measures 38' x 60' and is accessed by two 12' wide garage doors. It is heated by a waste oil hot air furnace. The building can just barely fit the ten wheeler and the three six wheelers with plows and sanders. The grader, loader, and one ton

truck are kept outside. Any repairs to equipment are done in this building. This location has a sand pile and winter sanding units in storage, as well as a fuel dispensing operation.

The Town has a 50-acre parcel on Smoke Street used for mining sand and gravel for Town highway operations and is the location of the three tent-like sheds, measuring 32' x 40' each, used to keep sand and salt dry.

## Personnel

There are three full-time and five part-time highway personnel. The five part-time individuals are usually employed during the winter months for snow plowing. The director of this department is the Road Agent. Major projects, such as large-scale road repaving, are contracted out to commercial companies.

## Equipment

The Highway Department has a number of vehicles and pieces of equipment. There are four dump trucks that also serve as plow trucks with sanders. See **Table 7-8** for a full listing of the highway equipment. The department also has a grader, pick-up truck, and bucket loader.

**Table 7-8: Highway Department Equipment Inventory**

Year/Make	Type	Condition/Value	Replacement Scheduled/Cost
2005 International	10 Wheel Dump Truck	Very Good/\$60,000	2013/\$183,000
2002 International	6 Wheel Dump Truck	Very Good/\$35,000	\$163,000
1995 International	6 Wheel Dump Truck	Fair/\$5,000	Est. \$163,000
1990 International	6 Wheel Dump Truck	Fair/\$5,000	2015/\$160,000
2003 Ford truck	One-ton Pick-Up	Poor/\$1,000	2011/\$80,000
2009 Komatsu	Bucket Loader	Very Good/\$50,000	
2006 Komatsu	Grader	Very Good/\$100,000	

*Source: Nottingham Highway Department, May 2010; Town Hall records, June 2010*

*\*\*Value based on town's property/liability insurer's determination of replacement value.*

Other equipment includes:

- Four 7-yard sanders,
- One 14-yard sander (attaches to 10-wheel truck),
- One 3-yard sander,
- Eight front plows,
- Five plow wings,
- Six 1-way plow blades,
- One sweeper and
- One York rake.

## Recent and Proposed Highway Activity

Aside from seasonal annual work programs, there were several projects undertaken by the highway department with the assistance of outside contractors. These include:

Undertaken in 2009-

- Mill Pond Bridge Project (paid for through FEMA funds).

Undertaken in 2010-

- Installation of a new bridge at Back Creek and rebuilding of 600 feet of road,
- New 280 feet of culvert on Kennard Road and
- Rebuilding 5,700 feet of Kennard Road including two-inches of base surface.

Over the past 5-6 years the town has replaced or upgraded several bridges and at present the town's bridges are all in good condition.

Roadway work in the next six years includes (as identified in the Town's 2010 CIP):

- Replacement of Garland and Merry Hill Roads in 2011 at a cost of \$162,690,
- Replacement of Hall's Way and Berry Road (culvert) in 2012 at a cost of \$200,000,
- Replacement of Gebig, Freeman Hall and Lucas Pond Road in 2013 at a cost of \$236,000,
- Replacement of Mitchell Road (2014, 2015) at a cost of \$239,200, and
- Berry Road Twin Bridge in 2015 at a cost of \$300,000.

Additional discussion of roadways and roadway activity is found in the Transportation Chapter of this Master Plan.

## Expenditures

The expenditures in 2005 through 2010 are shown in **Table 7-9**. During this time period annual department expenditures have risen from \$308,652 to \$509,256, an average annual increase of over 10%. Asphalt costs increased 100% from 2005 to 2010.

In some instances, the town has used outside contractors to undertake bridge or highway projects such as the Mill Pond Bridge project. This type of expenditure is not a regular occurrence and has not been included as part of **Table 7-9**.

**Table 7-9: Highway Department Operating Expenditures, 2005-2010**

Type	2005	2006	2007	2008	2009	2010
Salaries/Personnel Benefits	153,126.07	154,670.84	160,821.16	150,490.41	185,596.26	197,008.04
Equipment Repair & Maintenance	57,789.70	50,779.78	54,514.88	62,086.92	67,226.71	89,594.35
Equipment Rental	3,916.70	9,249.11	2,560.00	1,505.00	6,662.60	11,372.50
Equipment Lease (grader, loader)	13,661.00	13,661.00	13,661.00	0.00	37,933.46	37,933.46
Supplies	11,071.23	25,802.60	18,887.03	11,738.66	16,166.37	25,671.90
Asphalt/Aggregate	16,385.06	20,670.15	10,136.33	20,030.51	20,595.36	6,297.96
Salt	30,074.07	28,183.93	43,812.08	24,511.24	52,101.03	63,567.35
Fuel for equipment	20,115.40	18,249.35	32,830.50	34,074.12	50,666.13	67,813.46
Utilities (Phone)	456.46	516.73	432.70	394.71	388.63	418.42
Other	2,055.84	17,426.63	7,322.10	168,119.57*	179,306.99*	9,578.69
<b>Total</b>	<b>308,651.53</b>	<b>339,210.12</b>	<b>344,977.78</b>	<b>472,951.14</b>	<b>616,643.54</b>	<b>509,256.13</b>

*Source: Town Reports 2005-2010*

*\*Reflects costs for repairs required as a result of the April 2007 flood of \$32,968.96 for 2008 and \$174,852.63 for 2009.*

## Capital Reserve

There is currently a capital reserve fund in the amount of \$167,566 for capital equipment or projects. The department requests \$50,000 per year from Town Meeting to add to this reserve.

## Issues and Needs

Although the new building satisfied the maximum insurance payout from the collapse requiring same location, same building, it did little to address the need for equipment and vehicle repairs required in winter months. Prior to the collapse, the Building Committee had been tasked by the Board of Selectman to investigate the construction of a new facility at the Smoke Street site, combining the pit and salt operations into one operation. Since the collapse, these efforts were put on hold until further direction can be determined. In addition to an adequate facility for the repair of equipment and vehicles, there are also equipment and vehicle needs including:

- Ten-wheel dump truck, identified in CIP,
- Six-wheel dump truck, identified in CIP,
- Backhoe, identified in CIP,
- Road sweeper and
- York rake.

Highway vehicles and large equipment are purchased on a rotating replacement schedule, and are part of the long-term capital improvements planning of the town. Consistent with this plan, a new one ton pick-up truck with plow and sander was approved for purchase in 2011. As funds allow, the department has undertaken annual upgrades to town roads based on need as determined by the highway department. This assessment is based in part on a University of

New Hampshire Civil Engineering Department *Roadway System Management* program that was studied by department personnel.

Maintenance funding may continue to increase with the rising cost of materials, such as asphalt, salt and fuel.

## **Municipal Office Complex**

The Town of Nottingham Municipal Office Complex (Community Center, Town Office Building) is located at 139 Stage Road on a 9.0-acre parcel. It houses the offices for all town administration functions, including the Police Department and Recreation Department.

## **Municipal Office Complex Building**

The Municipal Office Complex is a single-story brick, block and wood structure of approximately 23,000 sf. It was originally constructed in 1952 as the Town's elementary school. In 1972, a four classroom building, including boys and girls bathrooms, was added to the back of the building. In 1985, the building was renovated to add a small gymnasium and energy efficient passive solar heating system. It is currently assessed at \$1,134,100. The building includes offices for Board of Selectman, Board of Assessing, Town Clerk, Tax Collector, Supervisors of the Checklist, Building Inspector, Planning Board, Zoning Board, Recreation Department, and Conservation Commission, along with space for Scouts, Food Pantry, and several meeting rooms. The Police Department is located in this structure through a separate entrance.

The small gymnasium in this building has been turned into a multipurpose room that is used for basketball, rock climbing, and large gatherings, such as meetings and voting. The building has a fully equipped kitchen and eating area which serves many uses including monthly senior luncheons.

The 1972 addition at the rear of the facility presently serves as a storage area that is dry but could provide much usable space as meeting rooms to relieve pressures from present meeting schedules. Associated with the Municipal Office Complex Building is an athletic area that includes two baseball fields (which convert to soccer fields), a snack shack, cross country trails, playground, fishing, and a facility used for outdoor concerts.

## **Personnel**

As of 2011, there are four full-time positions in the administrative functions of the Municipal Office Complex- the Town Administrator, the Bookkeeper, the Recreation Director and the Building Inspector (who also acts as the town Code Enforcement Administrator). There are 10 part-time positions including the Planning Administrator and Assessing Coordinator.

## **Equipment**

The Municipal Office Complex has the following equipment:

- 10-12 computing stations linked to a central server
- Leased copier
- Safe
- Fully equipped kitchen

- Automatic Building Generator
- Heating and air conditioning
- Cable TV equipment

## Expenditures

The Municipal Office Complex maintenance budget is modest, approximately \$15,000 per year, excluding any minor capital improvements such as the Automatic Building Generator. Over the past six years, annual expenditures for:

- heat have increased approximately 14.2%, mostly due to fuel costs.
- electricity have increased about 1.4%, due to diligence in lighting use and efficiency.

The 2005 through 2010 expenditures by major category are shown in **Table 7-10**.

**Table 7-10A: Expenditures Related to Municipal Office Complex and Operations, 2005-2010<sup>1</sup>**

Type	2005	2006	2007	2008	2009	2010
Salaries	227,851.12	262,612.87	256,728.76	295,002.07	308,192.94	334,437.94
Supplies	4,609.68	4,359.11	3,240.52	3,458.69	4,197.52	4,015.54
Equipment Lease	2,526.54	2,280.00	2,280.00	2,786.00	2,832.00	2,403.00
Utilities (heat)	9,515.06	7,084.18	11,108.61	12,493.06	14,414.89	17,655.27
Utilities (electricity)	15,741.95	11,039.02	18,397.64	18,378.80	16,539.82	17,024.84
Building/grounds Repair/Maintenance	26,626.77	27,340.73	70,040.90	38,998.54	17,710.41	14,170.85
<b>Total</b>	<b>392,095.77</b>	<b>382,878.56</b>	<b>493,221.37</b>	<b>473,433.7</b>	<b>440,545.06</b>	<b>476,879.48</b>

*Source: Town Reports 2005-2010*

1. Expenditures for utilities and building maintenance and repair include the Municipal Office Complex building (town and recreation offices and police department.)

**Table 7-10B: Expenditures Related to all other Town Buildings, 2005-2010<sup>1</sup>**

Type	2005	2006	2007	2008	2009	2010
Utilities (heat)	6,410.09	5,539.90	7,134.81	7,748.73	12,943.88	14,190.05
Utilities (electricity)	8,425.00	8,396.45	9,219.11	9,744.30	10,340.81	11,317.41
Building/grounds Repair/Maintenance	38,505.78	8,762.37	15,523.87	14,953.11	4,707.67	12,813.62
<b>Total</b>	<b>53,340.87</b>	<b>22,698.72</b>	<b>31,877.79</b>	<b>32,446.14</b>	<b>27,992.36</b>	<b>38,321.08</b>

*Source: Town Reports 2005-2010*

1. Buildings covered here are PD (old, now removed), FD (old and new), Library, Grange, old Town Hall, van Dame School, and Highway Garage.

## Issues and Needs

As of 2011:

- No systematic records storage area. Space in the 1972 addition is being investigated by the Building Committee for this purpose.

- The Municipal Office Complex parking area is insufficient for nights when multiple meetings and sports events are taking place. This situation has led to unsafe parking on Stage Road (NH Route 152). The Building Committee submitted to the Board of Selectman a proposed plan to mitigate the situation. Low cost portions of that plan have been implemented to produce 15-20 spaces.
- The current heating system is old, inefficient and a maintenance burden that needs replacement.
- If temperature control is needed for the 1972 addition, an upgrade to the present heating/cooling system will be required or an additional system will need to be installed.
- If the bathrooms in the 1972 addition are upgraded for use, a new septic system supporting these bathrooms will be necessary.

## Solid Waste Services

The Town of Nottingham Transfer and Recycling Center, originally built in 1972, is located off Freeman Hall Road near the intersection with Route 152 on a 40.5 acre town-owned lot. It is the oldest continuously operating community recycling center in the country. The Recycling Center provides a location for disposal of both trash and recyclable materials. At present, the town is in the process of a multi-year closing of its landfill paid for by a bond that was issued in 2004 for \$361,800.

### Buildings/Compactors/Disposal

The Recycling Center's base of operation, including an office and sanitary facilities, is housed in a one-story 3,600 square foot wood frame building on cement slab with a metal roof. It is assessed at \$77,100. Attached to this building is a trash compactor, providing both inside and outside disposal access for household waste. The following recycled materials are collected, processed and stored within this building:

- Glass,
- Aluminum cans,
- Plastic bottles and containers,
- Mixed paper,
- Corrugated cardboard,
- Light bulbs (including fluorescent),
- Vehicle batteries,
- Waste oil, and
- Newspaper.

Located on the property are several dumpsters for segregation and disposal of other recycled materials including:

- Tin cans/steel cans/aluminum foil,
- Metal Scrap, and
- Construction debris.

Additional items recycled for a fee include:

- "White" goods (appliances)

- Bulky (over-stuffed furniture) goods,
- Tires, and
- Propane tanks.

Disposal of brush and asphalt roofing products are not allowed at this facility.

All the materials disposed of at the transfer station are picked up by haulers under agreement with the town, as follows:

- Household waste--Waste Management, Rochester,
- Metals, loose paper, wood building debris, bulky waste and white goods—Oceanside in association with Northeast Resource Recovery (NERR),
- Glass—used by Nottingham Highway Department in aggregate,
- Plastics and household batteries—Northeast Resource Recovery Association (NRRA),
- Electronics—East Coast Electronics,
- Auto batteries—Harding Metals Inc., and
- Motor oil—used for heating at Recycling Center.

There is also a so-called Swap Shop for books and other household goods that can be enjoyed or rejuvenated by others.

Since 2006, the town has kept records of the individual waste items or streams. Over the past few years, the Town Administrator has indicated that the household waste tonnage has begun to decrease. **Table 7-11** notes the materials that were shipped in 2010 from the transfer station as well as the costs and revenues associated with the disposition of these materials. Residents are charged a disposal fee (\$5 or \$10 per item) for items like tires, “white” goods (refrigerators, etc.), electronic items and bulky goods.

**Table 7-11A: Solid Waste—Tonnages and Cost (2010)**

Item	# Times Hauled/Yr.	Total Tonnage	Costs
Trash (compactor)	52	562	\$48,984
Clean Wood (dumpster)	15	44	\$4,386
Bulky Waste	50	Included in Construction Demo	Included in Construction Demo.
Construction/Building Debris		230	\$27,160
Electronics (Dumpster)	7	21	\$3,900
Tires		336 tires	\$772
<b>Total</b>			<b>\$85,202</b>

*Source: Town Report, 2010 and Solid Waste Supervisor, 2011; Data not available for all items.*



**Table 7-11B: Solid Waste—Revenues and Fees (2010)**

Item	# Times Hauled/Yr.	Total Tonnage	Revenues and Fees
Metal/Iron (dumpster)	28		\$7,868
Paper/ magazines (dumpster)	24		\$4,783
Steel cans/ Aluminum (dumpster)	8		\$7,945
Plastic	4	23	\$6,961
Batteries			\$457
Subtotal			\$28,014
Fees Collected			
Recycling Stickers			\$269
Recycled Item Stickers			\$12,282
Subtotal			\$12,551
<b>Total</b>			<b>\$40,565</b>

*Source: Town Report, 2010 and Solid Waste Supervisor, 2011; Data not available for all items.*

## Equipment

The Solid Waste Department has several pieces of capital equipment as noted in the table below.

**Table 7-12: Transfer Station Major Equipment Inventory**

Type/Year	Condition	Replacement Schedule/Cost
Fork truck/1999	Good	
Bobcat Versa-Handler/2011	Good	\$47,000
Two bailers/2005; one older	Good	Est. \$163,000
Can crusher/ very old	Good (rebuilt 8 years ago)	
Trash Compactor/2000	Good	2011/\$80,000
Two dumpsters		Leased

*Source: Solid Waste Superintendent, 2011*

## Personnel

There are two full-time positions and two part-time positions at the Transfer Station.

## Expenditures

Over the past six years (2005-2010), annual department expenditures have risen from \$175,735 to \$196,614, an average annual increase of 2%. Much of the increase during this period can be attributed to personnel costs as well as the rising cost of trash hauling from the transfer station. Together these costs amount to over 87% of the solid waste management expenditure in 2010. The 2005 through 2010 expenditures by major category are shown in **Table 7-13**.

**Table 7-13: Transfer Station Expenditures, 2005-2010**

Type	2005	2006	2007	2008	2009	2010
Salaries and benefits	71,431.82	77,680.95	74,226.30	77,488.03	79,764.18	84,923.57
Electricity	2,203.84	2,452.60	2,621.13	2,110.39	2,347.43	2,216.13
Trash Removal	78,339.15	83,733.24	82,548.99	89,791.60	90,121.47	88,355.68
Misc (Ins., uniforms, mileage, supplies, parts, equipment)	17,393.95	17,342.58	32,296.81	20,105.51	28,685.56	19,682.10
Telephone	462.85	554.74	457.95	407.16	411.23	499.14
Other	5,903.28	5,903.28	5,903.28	5,012.46	585.00	937.50
<b>Total</b>	<b>175,734.89</b>	<b>187,667.39</b>	<b>198,054.46</b>	<b>194,915.15</b>	<b>201,914.87</b>	<b>196,614.12</b>

*Source: Town Reports 2005-2010*

## Issues and Needs

With the purchase of the Bobcat in 2011, the Transfer Station has limited needs for the near future. At present, two dumpsters for metal scrap and wood building debris are leased from Oceanside. Purchase of dumpsters for these purposes would save the town money within several years of purchase. The 2010 CIP has also included a new heating system for 2014.

Removing recycled material from the waste stream reduces the tonnage for trash hauling and thereby reduces this cost to the town (current tipping fee at Waste Management in Rochester is over \$70.00 per ton.). Depending on the markets for recyclable materials, recycling can bring in revenue. Providing an incentive to recycle might encourage others in the community to do so, resulting in reduced costs for hauling trash.

Recycling is important to the community, but there are no current data available on the percentage of households that recycle.

A study on the waste stream in town to determine the percentage of households that are recycling and the items that are recycled would determine future resources at the facility.

## Library Services

### Building

The Blaisdell Memorial Library, at 129 Stage Road, was originally constructed in 1974 as a wood frame structure that was renovated and expanded in 2000. The current 1½ -story structure is 2,584 square feet. The street level houses most of the library's collection of new books, audio books, videos, and DVDs and a combined reference and computer room with internet access. The lower level houses the children's section with an area for



storytelling and a meeting room. The library is served by a paved parking area in front of the building and all patrons enter through a single front door. It is currently assessed at \$225,600.

## Personnel

The library staff consists of a full-time director, and five part-time employees including an assistant librarian and three library assistants. The library is also supported by many dedicated volunteers and is governed by an elected Board of Trustees.

## Services

The Library is open every day but Friday, 37 hours per week, and provides the following services/items to the community:

- More than 16,000 circulating items, including books, periodicals, audio books, and movies,
- Digital access to the library circulating items,
- Access to the NH State Inter-Library Loan System,
- Downloadable digital audio books, periodicals, etc.,
- A computers for public use, including internet access and printing capability,
- Wireless Internet throughout the building,
- Photocopy and fax services, and
- Free or reduced purchase passes to the Children's Museum of NH, Currier Museum of Art, Boston Museum of Fine Arts, Canterbury Shaker Village, McAuliffe-Shepard Discovery Center and Planetarium, and SEE Science Center.

In collaboration with other community organizations, the Library offers a variety of programs to engage community interests. Past and present programs include:

- Children's story time,
- Book discussion group,
- Summer reading program,
- Speakers series,
- Nottingham Reads pre-school literacy program, and
- Shared digital card catalog and server with the Nottingham Middle School.

## Changing Approach to Library Services

The library is committed to its patrons' changing needs: how libraries are being used, local changes in demographics, and rapid technological developments. For example, the Library has increased the number of digital media (recorded books, downloadable audio books, movies in DVD) relative to the number of books and periodicals over the past several years. By 2010, the number of new video and digital purchases was approximately 17% of new purchases.

The library also provides free broadband wireless internet access for patrons who bring their own laptops to the library, and the library has improved and upgraded its desktop computer station for public use. The library has increased its broadband availability, is gradually phasing out VHS format movies and cassette format recorded books and has added an MP3 players (for listening to downloadable audio books) available for loan to patrons. It is also planning to make devices such as electronic readers (Kindle, Nook, etc.) more available.

Programs and activities for children and youth are continuously adjusted to match changes in interests of the school age population. Nottingham is facing the need to meet the special accommodations for our aging population, such as large print books and periodicals and physical-plant accessibility.

Library utilization as measured by circulation has jumped significantly in the last several years as shown in **Table 7-14**. Between 2008 and 2010 alone circulation increased by over 14,000 items or almost 60%. With a large number of summer residents and visitors to Nottingham, summer utilization of the library is higher and continues to increase.

**Table 7-14: Library Circulation**

	2005	2006	2007	2008	2009	2010
Total Circulation	20,165	21,969	23,206	24,088	34,229	38,496
New items added	1000+	N/A	1,221	N/A	N/A	N/A
New patrons	242	211	212	N/A	N/A	142

*Source: Town Reports 2005-2010*

Another measure of the library's activity is website visits and digital communication. In 2010, the library's website was visited about 15,000 times. There are 82 friends on Facebook and 260 families on the library's email newsletter list.

## Expenditures

Most of the library budget is funded through the town's General Fund, but funds are also available through fines, donations and the Lisa Batchelder Trust which currently has approximately \$900 in the trust fund account. Following in **Table 7-15** are the library expenditures for 2005 through 2010. Over these years, annual library expenditures have risen from \$77,243 to \$131,140, an average annual increase of 12%. Salaries, library automation and improved technology have contributed to the increase.

**Table 7-15: Library Expenditures, 2005-2010**

Year	2005	2006	2007	2008	2009	2010
Salaries	52,955.51	60,727.71	65,372.09	73,571.27	76,021.16	81,918.73
Operation	22,126.00	24,650.00	28,430.00	31,120.00	40,740.00	47,570.00
Telephone	2,161.94	1,831.24	1,523.29	1,456.50	1,561.81	1,651.60
<b>Total</b>	<b>77,243.45</b>	<b>87,208.95</b>	<b>95,325.38</b>	<b>106,147.77</b>	<b>118,322.97</b>	<b>131,140.33</b>

*Source: Town Reports 2005-2010*

*Heat and electricity paid directly by town.*

## Issues and Needs

With the 2000 renovation and addition to the library, there very few capital or maintenance needs. A major issue is the water drainage problem that occurred during heavy rains several years ago, which ruined the rug in the meeting room. The issue was addressed in 2010 with drainage work and a new rug will be laid once it is determined that new drainage system is adequate for a heavy rainfall.

# Nottingham School

## Introduction

The Nottingham School includes kindergarten through 8<sup>th</sup> grade and has about 500 students. Another approximately 200 students attend several high schools in surrounding communities. The Nottingham School District is part of a larger unified district, SAU #44, which includes Northwood and Strafford.

Staff members serve on various committees to help the school function productively and encourage effective teaching practices.

Parents play an active role in promoting and guiding the education of students in the district.

This dynamic relationship is an important and identifying characteristic of the community.



## Building

The Nottingham School, located at 245 Stage Road, was built by the town in 1995 on a 75 acre town-owned lot and is operated by the Nottingham School District. The school features 26 large, well-designed classrooms (including two for kindergarten and two for science); offices for support staff and administrators, a “cafetorium” with raised stage as well as a gym (8,000 square feet), a library, music room, art room, and computer lab. It is constructed of block, brick and wood. The building has two floors; the first is 47,200 square feet and the second 16,820 square feet. It is in good condition and assessed at \$5,772,000.

The school building is accessed from Stage Road by a curvilinear one-way access road that allows ample room for student drop-off and pick-up. A large parking lot adequately accommodates faculty, staff and visitors. There are recreational fields and facilities (Knight Field) to support the physical education program and community sports. The school property also has a nature walk which is used in conjunction with another trail around nearby wetlands for a cross-country trail.

## Personnel

Nottingham School, as part of SAU #44, shares the managerial resources of superintendent, business administrator and special educators and other specialists with the towns of Northwood and Strafford. The staffing positions for the 2010-2011 school year are shown in **Table 7-16**.

**Table 7-16: Nottingham School  
Staffing 2010-11 School Years**

Staff	Number	
	Full-Time	Part -Time
Teachers	32	
Student Service Staff (Reading, nurse, counselor)	8	4
Administrator	2	
Spec. Ed./ Paraprofessional	28	10
Custodial	3	
Secretarial	3	
Kitchen	4	1
<b>Total</b>	<b>82</b>	<b>15</b>

*Source: School Administrator, 2010*

## Enrollment

Nottingham School enrollment has fluctuated over the past 15 years from a low in 2002 of 474 to a high in 2006 of 514. The current enrollment as of October, 2010 is 497. These enrollments are well within the design capacity of the school. During this same time period, the number of home schooled students has fluctuated from a low of 5 to high of 24 and since 2007 has been 21 or more. The school district has projected school enrollments through school year 2020-2021. Three models have been used:

- 5-Year Average Method
- 3-year Weighted Method
- 1-year Cohort

The results are shown in **Table 7-17**.

**Table 7-17: Projected School Enrollments (2011-2021)**

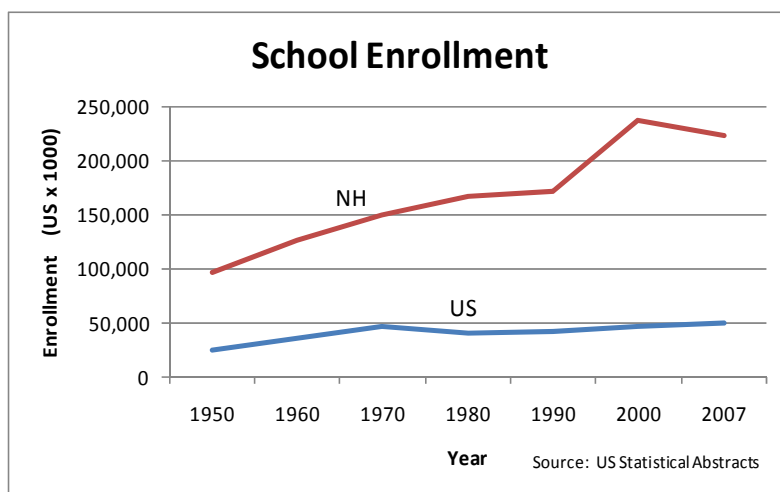
Model	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
5-Year Average	544	570	576	589	603	625	635	649	625	628
3-year Weighted	534	554	566	563	573	590	591	600	574	576
1-Year Cohort	513	519	512	507	507	513	507	508	489	491

*Source: Nottingham School District, 2011*

It appears that these models do not provide uniform results and therefore the projection of school enrollments may be challenging to determine. For example, the highest enrollment figure for the 5-Year Model is well above 600 in 2018-19, whereas the 1-Year Cohort Model projects the highest enrollment to be 513 in 2016-17. Given the national, state and regional school enrollment and family size trends, projections would indicate moderate increase in enrollment for the next ten years.

**Figure 7-18: NH School Enrollment**

The trend in fluctuating school enrollments is not unique to Nottingham or SAU #44. The regional and state population increases (discussed in the Population and Housing Chapter) brought increased school enrollments that began to taper off in the 2000's. See **Figure 7-18**. A similar trend has been occurring in household size that has been decreasing at the national, state and local levels. By 2007 the national average household size was 2.5 persons with a smaller household size in New Hampshire. This is down from 1980 when the family household size in New Hampshire was 2.8. When the 2010 U. S. Census figures are released, it will be instructive to see if this pattern continues.



## Post 8<sup>th</sup> Grade Educational Program

After 8<sup>th</sup> grade graduation, most students living in Nottingham attend Dover High School. Currently, the school department has a contract with the Dover School District to allow all post-8<sup>th</sup> grade Nottingham students to attend Dover High School. In the 2010-2011 school year, 127 students attended Dover High School, 96 students attended Coe Brown Northwood Academy, and 7 students attended other area high schools. The Nottingham School District will pay up to the Dover High tuition rate for students attending other public high schools; any additional tuition is the parents' responsibility.

## Expenditures

The school expenditures have increased incrementally over the past ten years with an average increase of approximately \$400K, as shown in **Table 7-18**.

**Table 7-18: Recent Annual Budgets**

School Year	Amount
2000-2001	\$5,765,064
2006-2007	\$8,014,517
2009-2010	\$9,311,398
2010-2011	\$9,771,953
2011-2012	\$9,818,443

Source: Nottingham School, Administrator's Office and Town Reports



As shown in **Table 7-19**, the local education tax has steadily increased. At the same time the tax rate has also increased to \$12.73 by 2010.

**Table 7-19: Local Tax Summary, 2000-2010**

Year	2005	2006	2007	2008	2009	2010
Local Education Tax for Schools	7,189,210	7,492,206	7,373,321	8,107,053	8,703,510	9,187,345
Local Education Tax Rate	8.60	8.88	8.08	9.04	9.69	12.73

*Source: Town Reports 2005-2010*

## Issues and Needs

While the school building is relatively new and is in relatively good condition there are several issues that should be addressed with the physical structure and utilities. The pump system in the leach field for the school on-site septic system will need to be replaced. In addition, the federally-mandated arsenic treatment system needs to have the filter medium changed every 2-3 years at a cost \$4-6,000.

The School Department has an active Building Committee that issued a report in 2009 which established a CIP approved by the School Committee in November 2010. The School Department CIP is summarized in **Table 7-20**.

**Table 7-20: School Department CIP**

Year	Project	Proposed Cost
2011	Lockers	\$15,300
2011	Technology Infrastructure & Network Update	\$25,674
2012	School Facility Addition/Renovation	In process
2013	Gym/Cafeteria Roof	\$66,950-150,000
2014	Kitchen Equipment Replacement	\$39,000
2015	Kitchen Equipment Replacement	\$39,000
2016	Kitchen Equipment Replacement	\$39,000
2017	Administration/Classroom Roof	\$135,033-240,000

*Source: Nottingham School, Administrator's Office*

# Recreation Services

## Introduction

For the most part the Town's recreation facilities are concentrated at the Municipal Office Complex and the Nottingham School. The other major recreation facility is the 5,500 acre Pawtuckaway State Park. Over the past several years there has been a significant increase in the use of these facilities and other Recreation Department programs.



A comprehensive assessment of current facilities and programs was initiated in 2010. This provided information for the development of a plan for future facilities and programs. The resulting Ten Year Recreation Plan was a collaborative effort among Town of Nottingham departments, local youth athletic associations, the Nottingham School District, the residents of Nottingham and an outside consultant. The Ten Year Recreation Plan is found on the Town's website and is available at Recreation Department and the Selectmen's Office in the Municipal Office Complex.

## Existing Facilities

The town has seven active recreation facilities. **Table 7-21** notes these facilities and the types of activities that are associated with each. The Ten Year Recreation Plan provides a detailed description of each of these facilities.

**Table 7-21: Existing Recreation Facilities**

Facility Name	Baseball Diamond	Softball Diamond	Soccer Field	Football field	Running Trails	Playground	Beach Volleyball Court	Outside Basketball Court	Indoor Gym	Large Turf Area	Outdoor Swimming	Picnic Shelter	Nature Trail	Passive	Boat Trailer Launch	Canoe/Kayak Launch	Bocce Courts	Indoor Multi-purpose Space	Fishing
Nottingham School									X									X	
Nottingham School Fields/Site		X	X	X	X	X	X	X		X			X	X					
Town Hall									X									X	
Old Town Hall																		X	
Town Complex Fields/Site	X		X			X				X		X		X			X		X
Town Beach											X								
Pawtuckaway State Park					X						X	X	X	X	X	X			X

*Source: Nottingham Ten Year Recreation Plan, 2011*

## Department Programs

There are numerous recreational and educational programs available to the residents of Nottingham. The following list summarizes the entities and the activities provided by each:

### Recreation Department:

- Special events, such as Nottingham Day, holiday parades, dances, craft fairs and parties, Fishing Derby, Summer Camp and Summer Concerts Series.
- Senior activities, such as monthly luncheons and trips.
- Athletic opportunities, such as Soccer Camp, volleyball, softball, flag football, martial arts, aerobic exercises and swimming lessons.
- Educational opportunities, such as summer crafts at the beach, cooking classes and Theatre projects.

### Nottingham School District:

- Athletic opportunities, such as cross country running, basketball, soccer, softball, baseball, track and field.

- Educational programs, such as Wider Horizons (an after school program which provides many classes in day-to-day activities like cooking, sports, gardening, crafts and music).

Nottingham Youth Association (NYA):

- Athletic opportunities, such as Little League baseball and softball, Babe Ruth baseball and softball, T-ball and basketball.

## **Recreation Facility Needs**

The recreation facility needs is based on the document Ten Year Recreation Plan of June 2011. Based upon standards developed by the National Parks and Recreation Association (NRPA) and a statewide survey conducted by UNH in 2007, the following recreation needs have been identified:

- One additional baseball field for use by School District.
- Improvements at the Town Beach including parking expansion and access and potentially a canoe/kayak launch
- An outdoor ice skating area
- Relocation of existing two baseball fields at Municipal Office Complex as maintenance of these fields is not sustainable due to seasonal flooding. Fields to be reconstructed on new site, outside of environmentally sensitive areas. Fields to have associated amenities such as spectator seating, batting cages, rest rooms and water and electric utility service. The relocation of the baseball fields will enable the redevelopment of the Municipal Office Complex site into general multi-purpose fields and a Town Common.
- Repairs and upgrading of existing Town Hall Facilities to address potential indoor air quality issues and flooring condition in the Gym to make it a more flexible space, re-configure recreation department offices, make kitchen more suitable for classes and programs
- A building that includes facilities that can be utilized for a Teen Center and Senior Center in addition to a full court basketball court, indoor synthetic turf field, a multipurpose room and restrooms and changing areas.
- One additional softball/t-ball field
- One additional outdoor basketball court
- Two outdoor tennis courts
- A skate park
- A multi-purpose, synthetically surfaced athletic field for general recreation and athletic program use. This type of field can be used year round due to drainage construction and because the field surface will not freeze. These fields can be installed inside or outside and allow for increase usage without degradation to field condition. The field surfacing has a lifespan of approximately 8-10 years minimum depending on actual usage and maintenance frequency.

## **Other Community Buildings**

Nottingham owns three other significant buildings: the old Fire Station, the old Town Hall and the Grange Hall. They are located on adjacent lots on the south side of Stage Road across from the Blaisdell Memorial Library. Each of these buildings, as of March 2012, is in good-to-fair condition, with no designated functional use(s) and limited parking.

The old Fire Station is a three-bay garage building that is now being used temporarily by the Highway Department for vehicle and equipment storage. This 2,700 square foot structure is rated as average condition with an assessed value of \$95,000.

The three-story old Town Hall has many functional uses. For instance, the Recreation Department holds recreational and cultural classes in this building. This building has a kitchen and several unused offices. It is currently rated in good condition with an assessed value of \$289,500.

The Grange Hall, a 2,340 square foot 1½ story building, houses some Nottingham Historical Society material, but is not used for any social functions. This building is rated in good condition with an assessed value of \$80,700.

The town may want to consider undertaking a space needs study, perhaps through the Building Committee, to determine the most suitable long-term use for these buildings.

## **Funding for Community Facilities**

The funding for community facilities and services is managed through the town's operating budget, trust funds and capital reserve funds. Annual operating expenses and minor capital spending are supported through the town's operating budget. Major equipment and building expenses are financed primarily through capital reserves and bonding. Specific items are funded by trust funds set up for that purpose. Details of all expenditures are documented in the Nottingham Town Reports.

Trust funds are bequests by individuals to the town for a particular purpose. These funds are managed and dispersed by the Trustees of the Trust Funds. Capital reserve funds are appropriated through warrant articles voted on at Town Meeting.

## **Trust and Capital Reserve Funds**

The trust and capital reserve funds in Nottingham are used for a variety of purposes. For example, Douglas McClean Trust is set aside for the Fire Department while the Lisa Batchelder is set aside for the Blaisdell Memorial Library. **Table 7.22** below summarizes the individual end-year fund balance of the trust and capital reserve funds that have or may provide funds for town departments and capital facilities.

**Table 7.22: Trust and Capital Reserve Fund Balances**

<b>Name of Fund</b>	<b>2010 Balance (Rounded)</b>
van Dame Fund	\$516
Drowns Dam Beach Fund	\$855
Nottingham SD Repairs	\$44,425
Nottingham SD Special Ed	\$51,844
Douglas McClean Trust	\$138,476
Highway Truck-Capital Reserve	\$167,566
Recycle Center- Capital Reserve	\$78
Fire Department Building Capital Reserve	\$501
Fire Vehicle Fund	\$56,584
Police Vehicle Fund	\$0
Dr. Arthur Fernald	\$4,947
Lisa Batchelder Memorial	\$903
Cemetery Maintenance Fund	\$92,124

*Source: 2010 Town Report*

## **Action Plan**

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### **Vision Goal for Community Facilities and Services**

*Support, in a cost effective manner, quality municipal services and facilities*

#### **Actions**

##### **Police**

- CS 1.1: Continue to request cruisers on a three-to-four year cycle.
- CS 1.2: Investigate opportunities for shared police and safety services.
- CS 1.3: Consider feasibility study to institute impact fees related to the Police Department.

##### **Fire and Rescue**

- CS 2.1: Continue to identify replacement of fire, ambulance and other department vehicles in CIP.
- CS 2.2: Develop a funding mechanism for the installation, maintenance and replacement of cisterns and dry hydrants.

##### **Highway/Public Works**

- CS 3.1: Work to relocate Highway Department operations to the Smoke Street site to satisfy wetland requirements.
- CS 3.2: Continue the road replacement policy of one major project per year.
- CS 3.3: Continue to identify replacement of Highway equipment in CIP.

##### **Municipal Office Complex**

- CS 4.1: Establish a plan and implementation program for creating a climatically controlled archive and record storage area for the town to support RSA 33-a.

- CS 4.2: Develop a plan to provide additional parking for the Municipal Office Complex.
- CS 4.3: Undertake a space needs study to optimize utilization of the approximately 6,400 square feet building attached to the back the Municipal Office Complex building.

## **Solid Waste**

- CS 5.1: Purchase two dumpsters to replace the two that are currently being leased.
- CS 5.2: Create a management policy in addition to management training that will result in effective recycling and waste stream enforcement and incentive.
- CS 5.3: Conduct a Town Needs Assessment for days/hours of operation, recycling incentives, increase of recyclable materials, decrease waste stream, etc.

## **School**

- CS 6.1: Continue to request School Building needs in the CIP.

## **Recreation**

- CS 7.1: Continue to request Recreation Department needs in the CIP.
- CS-7.2: Initiate action to institute impact fees for Recreation.

## **Other Buildings**

- CS 8-1: Undertake a space needs study to determine the most suitable uses for these buildings.